

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	CO-001	MMIS FOR CUSTOMERS			2	4/29/94
AD	CO-007	PC BASICS			4	4/29/94
AD	CO-013	MMIS - PM'S FOR PLANNERS	Maintenance Planners.		16	8/24/94
AD	CO-014	MMIS - PM'S FOR ENGINEERS	Engineers will be able to use the MMIS system to perform PM work.	Utilities and Equipment Eng., or Engineers who do programmed mtc.	16	8/24/94
AD	SC-005	L-CLEARANCE BRIEFING	To make persons aware of the new L-Clearance environment.	Supervision and L-Cleared Associates	0.5	10/6/95
AD	SC-007	SECURITY IN THE Q & L ENVIRONMENT	To make management aware of the security changes regarding Q & L clearance.	All Management	1	7/17/96
AD	BP-030	RCAR REVIEW-GLOBAL ISSUES-SPOCS RESPON.	Reveiw of PD and WI 01.05.03.00.03 How to Communicate Global Issues - SPOC's responsibilities to assigned organization / division / plant. How to approve & send out global issue notification / actions.	Divisionally assigned Single Points of Contact (SPOC)'s.	2	4/12/95
AD	BP-053	DTR TRAINING	TO FAMILIARIZE DTRS AND SYSTEM ADMINISTRATOR WITH REQUIREMENTS PER THE QUALIFICATION/TRAINING PROCESS DESCRIPTION	DTRS AND SYSTEMS ADMINISTRATOR	1.5	4/17/95
AD	BP-313	SEXUAL HARRASSMENT			1	12/21/95
AD	BP-327	New Manager Training System	To provide new managers transitional training for assuming the role of management.	Newly Hired or Promoted Managers	8	6/1/98
AD	BP-328	1998 ISO Qualification Review Training	Explain the 1998 Annual Review Process for FM&T KC Management.	FM&T Management, All levels	0.3	3/12/98
AD	BP-329	Rulemaking Fee Policy, Perf Based Cntrcts & Incent			15	6/12/98
AD	BP-330	Bus Mgmt Oversight Program			2	5/12/98
AD	BP-331	Team Manager Department Checklist	To ensure newly transferred and annual reviews are conducted by the Team Managers of their departmental responsibilities.	Team Managers	1	8/14/98

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AD	BP-332	Six Sigma All Associate Training	To enable all associates to understand the general concepts of six sigma and how to get involved with deployment.	all associates	1	9/14/98
AD	BP-334	Six Sigma - Process Mapping	Acquaint associates with Porcess Mapping techniques	all associates	4	12/1/98
AD	BP-335	Six Sigma - Failure Mode & Effects Analysis	Teach associates how to perform an FMEA	all associates	4	12/1/98
AD	BP-336	Six Sigma - Activity Based Management	Teach associates fundamentals of ABM	all associates	4	12/1/98
AD	BP-337	Six Sigma - Lean Enterprise	Teach associates fundametalts of Lean principles	all associates	4	12/1/98
AD	BP-338	Six Sigma - Safety Leadership	Teach associates fundamentals of safety	all associates	3	12/1/98
AD	BP-339	Business Controls Training	To increase the focus on business controls throughout AS/FM&T.	Not Provided	1	11/13/98
AD	BP-340	Six Sigma Core Tools Training, Mod 1-5	Completion of Process Mapping, Failure Mode Effects Analysis, Activity Based Management, Lean Enterprise, and Safety Leadership	All Associates at FM&T	0	12/1/98
Ad	BP-341	Presentation Skills for ERP Trainers	Enhance associate instruction skills	ERP instructors	8	1/11/99
AD	BP-342	CAD & Test for High-Speed Electronics	HF Design Process, Simulation, Active Device Measurement, Automated Component Measurement, Measurement Standards, Characterization Tech of Wireless Systems	RF Design Engineers	16	12/4/98
AD	BP-343	Master Trainer, Train the Trainer	Acquire skills necessary to train other trainers	trainers	16	1/11/99
AD	BP-344	Train the Trainer for Six Sigma Instructors	To enhance associate instructor skills and to provide hands-on practice and evaluation	Six Sigma Trainers	16	2/1/99
AD	BP-347	Green Belt/Black Belt Team Coaching	Participants will understand and be able to apply the Green Belt/Black Belt team coaching skills of advanced facilitation, knowledge transfer, and leadership.	Certified Green Belts/Black Belts and Green Belt/Black Belt candidates.	16	10/15/99

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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	BP-355	Master Trainer, Green Belt 2000	Effectively instruct the course content and exercises of the Green Belt 2000 Track 1 Workshop.	Six Sigma Advanced Tool course owners and instructors	8	8/19/99
AD	BP-356	Green Belt 2000 Workshop	Participants will demonstrate the ability to apply Six Sigma Mapping, Failure Mode Effects Analysis, and Activity Based Management tools in a classroom simulation.	Candidates for Six Sigma Green Belt certification	8	8/19/99
AD	CO-062	Command Media in Webster	To overview Command Media in Webster	All Associates	0.3	10/2/98
AD	MO-008	DIVERSITY AWARENESS PROGRAM	To create an awareness of Diversity Issues among the attendees and to reemphasize the value of a diverse workforce.	All associates	6	1/9/95
AD	MO-013	Reservoir Security - Module 3	Provide instructions and guidance on Reservoir Security (SP981) for associates working or coming in contact with Reservoir Production.	Associates and support personnel for Reservoir Production	0.5	12/15/95
AD	MO-014	Reservoir Security - Module 4	Provide instructions and guidance on Reservoir Security (1 X Acron) for associates working or coming in contact with Reservoir Production.	Associates that work with or support Reservoir Production	0.5	12/15/95
AD	MO-015	Reservoir Security - Module 5	Provide instructions on Reservoir Security issues (Terrazzo) for associates that come in contact with Reservoirs	Associates working around or supporting the Reservoir Production Departments	0.5	12/15/95
AD	MO-101	Carcinogen Training - D/071	PROVIDE PERTINENT INFORMATION FOR D/71 ASSOCIATES THAT WILL EDUCATE THEM ON HOW TO WORK SAFELY WITH SUSPECTED, REGULATED AND KNOWN CARCINOGENS.		1	7/7/94
AD	PD-067	Appreciative Inquiry Overview			3	5/19/99
AD	PR-009	Basic Mastercam Training	Basic use of Mastercam CAM Software to program NC & CNC machine tools	Modelmakers, Toolmakers, Support	16	3/26/98

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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	PR-010	Advanced Mastercam Training	Further expertise in use of Mastercam CAM software to program NC and CNC machine tools	Modelmakers, Toolmakers, Support personnel	16	6/18/98
AD	QU-015	Cause Analysis/Mistake Proofing (CA/MP)	Introduce attendees to Cause Analysis/Mistake Proofing (CA/MP) methodology.	Associates with a job-related interest in improving the processes they work with in their FM&T assignments.	16	9/8/99
AD	QU-016	Mistake Proofing	Introduce attendees who have previously attended GEN DP-015, Root Cause Analysis and Corrective Action (RCCA)workshop, to the new Mistake Proofing (CA/MP) methodology.	Associates with a job-related interest in improving the processes they work with in their FM&T assignments, as well as refreshing their cause analysis skills.	8	9/8/99
AD	SA-601	Safety Plan,Machine Mtls/Carcinogens			1	4/29/94
AD	SC-001	"L" CLEARANCES AT THE KC PLANT	PREPARE ASSOCIATES FOR INTRODUCTION OF "L" LEVEL CLEARANCES AT KCP	DIVISION 500 ASSOCIATES	0.5	8/19/94
AD	SC-003	MANAGING CLASSIFIED DOCUMENTS	TO ENSURE CLASSIFIED DOCUMENT CUSTODIANS ARE AWARE OF NEW REQUIREMENTS WITH 5632.1C.	ALL ASSOCIATES WHICH PROCESS, DEVELOP, AND MANAGE CLASSIFIED DOC.	1	6/1/95
AD	SC-004	SECRET & CONFIDENTIAL MATERIALS SECURITY	TO UNDERSTAND THE REQUIREMENTS OF SECRET AND CONFIDENTIAL MATERIAL SECURITY. Rev 1- per David Todd - course avg. hrs = 1. - dg	FM&T/KC asociated handling secret & confid. material	1	7/24/95
AD	SC-010	Special Projects - Security	To cover security requirements based upon special assigned projects and work assignments made by FM&T/KC management.	Based upon individual department/task assignments	0.5	10/1/96
AD	SC-011	Special Projects - Handling	To cover special handling requirements based upon special assigned projects and work assignments made by FM&T/KC management.	Dependent upon special assignments/tasks	0.5	6/16/97

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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	SC-012	Special Projects - Introduction	To cover special project introduction and special project requirements based upon assigned projects and work assignments made by FM&T/KC management.	Management Designated associates based upon department / task assignments	0.5	6/16/97
AD	TP-336	Purchasing Mentor Program	Acquaint new Purchasing associates with the Quality Manual, applicable Process Descriptions (re Product Delivery), and the Purchasing Reference Manual.	New Purchasing associates	40	11/18/98
AD	TQ-017	TQ COMBINATION COURSE	To provide participants with the tools and understanding of the concepts contained in TQ Leadership I and II training courses.	FM&T assoc.	20	6/18/96
Cert	CE-003	CERT/RECERTIFICATION, SURFACE MOUNT TECH	Course modules (ref. driver) allow operators to demonstrate their skills & know ledge of required techniques to meet requirements. This course code allows for tracking of one or all offered certification modules. D/16 maintains tests & records.	MICROELECTRONICS ASSEMBLERS, INSPECTORS, SUPERVISION & ENGRS.	40	1/14/91
CR	QC-004	METROLOGIST CERTIFICATION			0	2/1/95
CR	QC-010	D/400 LEAD AUDITOR CERTIFICATION	ASSOCIATES NEED TO ATTEND EITHER: (1) COURSE TYPE: D475 COURSE #: DP-001 (2) COURSE TYPE: TP COURSE #: IOX004 TO OBTAIN CREDIT FOR THIS CERTIFICATION.	QUALITY	3	3/7/95
CR	QC-011	CERTIFICATION-TEST ENG. RADIOGRAPHY			4	7/10/95
CR	QC-012	CERTIFICATION-TEST ENG. PENETRANT			4	7/10/95
CR	QC-013	CERTIFICATION-TEST ENG. MAG. PARTICLE			4	7/10/95
CR	QC-014	CERTIFICATION-TEST ENG. ULTRASONICS			4	7/10/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
CR	QU-012	Esco Institute Certificate Training Course	to perform refrigerant recovery		8	11/2/98
CR	SC-003	CLASSIFICATION OF DETONATION SYSTEMS	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1	4/3/95
CR	SC-004	CLASSIFICATION OF INITIATION SYSTEMS	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1	4/3/95
CR	SC-005	CLASSIFICATION OF BOOSTING/GAS TRNSFR SY	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	SC-006	CLASSIFICATION OF SAF&F INFORMATION	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	SC-007	CLASSIFICATION OF NUCLEAR ASSEMBLY SYST.	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	SC-008	CLASSIFICATION OF WEAPON MATERIALS	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	SC-009	CLASSIFICATION OF VULNERABILITY/HARDE NIN	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1	4/3/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
CR	SC-010	CLASSIFICATION OF USE CONTROL INFORMATIO	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	SC-012	CLASSIFICATION OF SAFEGUARDS/SECURITY IN	TO INSTRUCT ADC IN SPECIFIED AREA OF CLASSIFIED INFORMATION, PURSUANT TO SUCCESSFUL COMPLETION OF AN ASSOCIATED EXAMINATION.	KCD AUTHORIZED DERIVATIVE CLASSIFIERS (ADC)s.	1.5	4/3/95
CR	OP-002	Ultrasonic Test Operator Cert/Recertification	Merged with D431 OP-003 on 7/7/97 per request from Susan LeMarr. To test the knowledge of persons having successfully completed a formal Level II program in ultrasonic testing via a general, specific and operational exam & to ensure the performance of th	Prospective Ultrasonic Test Operators & Certified Ultrasonic Test Operators	16	6/16/93
CR	QC-001	Borescope Training Cert/Recertification	Course designed to train operators in the use of borescope to inspect and disposition product and to ensure they can perform the annual operational test required to maintain certification.	Inspectors (Borescope)	40	6/22/94
CR	QU-004	X-Ray Operator Cert/Recertification	To provide personnel with the training necessary to learn the basic skills required to perform the duties of an X-Ray Test Operator and to perform the bi-annual (24 mos) operational test required.	Prospective X-Ray Test Operators and certified X-Ray test operators.	40	7/18/94
CR	QU-005	X-Ray Film Reader Cert/Recertification	To provide personnel with the training necessary to perform film reading requirements and to perform the bi-annual (24 mos) operational test required to maintain certification.	Prospective X-Ray Film Readers and certified X-Ray film readers	40	7/18/94

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
CR	QU-006	Penetrant Inspection Cert/Recertification	Merged CR QU-007 data 7/8/97 into this course per request from Susan LeMarr. To provide personnel with the training necessary to learn the basic skills required to perform penetrant inspection and to perform the annual operational test required.	Prospectiveand certified penetrant inspectors/test operators	24	7/18/94
CR	QU-008	Magnetic Particle Insp Cert/Recertification	Merged CR QU-009 data into this course on 7/8/97 per request from Susan LeMarr. To provide the trainee with an understanding of the principles governing magnetic particle testing and processing and to perform the annual operational test required.	Prospective Magnetic Particle insepctors/test operators and certified magnetic particle inspectors/test operators	24	7/18/94
D182	OP-036	EXCEPTIONAL ASSISTANT, THE			8	
D311	DP-001	DOE INTERAGENCY SOLDER INSTR RECERT			24	
D400	DP-010	MEASURING INSTRUMENTS CBT	To provide a general knowledge of Micrometers, Scales, Calipers and Dial Indicators.	Inspectors, Assemblers, Engineers	2	1/8/93
D430	DP-001	WEAPONS PRODUCTION-QC1	Know the contents of QC1, relate QC1 to Allied-Signal operations and improve quality culture at KCD.	Quality Division Associates.	1	7/24/91
D431	OP-002	Ultrasonic Test Operator Cert/Recertification	Course inactivated 7/3/97 per Bob Starbuck's request. Activated CR OP-002 in it's place. To test the knowledge of persons having successfully completed a formal Level II program in ultrasonic testing via a general, specific and operational exam & to ens	Prospective Ultrasonic Test Operators and Certified Ultrasonic Test Operators	16	6/16/93
D431	DP-004	MECH SHOCK MACH OPERATION	After completion of the course the student will be able to identify mechanical shock machines, select and operate mechanical shock machines and understand basic components of a typical mechanical shock machine.	Engineering Technologist	8	2/4/94



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D431	DP-005	COMPRESSED GAS SYSTEM	Upon completion of the course the student will be able to identify the components of the compressed gas generation and distribution system.	Engineering Technologist	8	2/4/94
D431	DP-006	LINEAR ACCELERATION	Upon completion of the course the student will be familiar with the principles of linear acceleration, be able to select a centrifuge and make necessary calculations for a specific test.	Engineering technologist	8	2/7/94
D431	DP-007	SHOCK PULSE DYNAMICS	Upon completion of the course the student will be familiar with the variable of the generation, control, shaping and tolerances of mechanical shock pulses.	Engineering Technologist	8	2/7/94
D431	DP-008	MECH SHOCK INSTRUMENTATION	Upon completion of the course the student will be able to identify the components and perform the daily calibration of the mechanical shock instrumentation system.	Engineering Technologist	8	2/7/94
D431	DP-021	WRIST STRAP MONITORS	To show the function, operating features and operation of the wrist strap.	Department 431 Personnel	1	7/23/92
D431	DP-022	MTS IMPAC MECHANICAL SHOCK MACHINE	To identify and use personnel and equipment safeguards, operational controls and perform operator maintenance.	Engineering Technologist	8	9/1/92
D431	DP-023	JTA 13X13 MECHANICAL SHOCK MACHINE	To identify and use personnel protective devices, operational controls and perform operator maintenance.	Engineering Technologist	8	9/4/92
D431	DP-025	MRL 1818 IMPACT MECH SHOCK TEST MACH	To identify and use personnel protective devices, operational controls and perform operator maintenance.	Engineering Technologists	8	10/1/92
D431	DP-026	BARRY MECHANICAL SHOCK TEST MACHINE	To identify and use personnel protective devices, operational controls and perform operator maintenance.	Engineering Technologist	8	10/12/92

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D431	DP-027	MRL 9X9 MECHANICAL SHOCK TEST MACH	To identify and use personnel devices, operational controls and perform operator maintenance.	Engineering Technologist	8	10/15/92
D431	DP-028	MINI-AIRGUN SHOCK TRAINING	Have basic understanding of resonant plate shock and be able to operate the mini-airgun.	Engineering Technologists	8	10/15/92
D431	DP-029	AVCO SMO30 MECH. SHOCK TEST MACHINE	To identify and use personnel protective devices, operational controls and perform operator maintenance.	Engineering Technologist	8	12/16/92
D431	DP-030	18 INCH HORIZONTAL ACTUATORS	To identify and use personnel protective devices, operational controls and perform operator maintenance.	Engineering Technologist	8	3/15/93
D431	DP-033	SHAKER SHOCK TESTING	To instruct new techs in the procedure of Shaker Shock Testing.	New Technologists	4	4/6/94
D431	DP-012	ULTRASONIC TESTING - LEVEL II	To certify D/431 Engineering Technologist to be level II Ultrasonic Test Operators.	Prospective Ultrasonic Test Operators	40	2/10/92
D475	DP-007	PQR-1020/1050/1060 FAMILIARIZATION	To provide an overview of the Quality requirements contained in the KCD-1020/ 1050 and 1060 and the differences in the two documents.	KCD Buyer Quality Representatives	4	7/15/92
D500	DP-006	FILES MANAGEMENT PROGRAM			3	4/29/94
D645	DP-001	JST FOR RWA & FAXITRON RGD			2	
D912	dp-064	DET SYS MONTHLY INSP & TESTING			2	
D912	DP-005	DRY AUTOMATIC SPRINKLER SYSTEM			2	4/27/94
D912	DP-019	PRE-FIRE PLANS			2	2/25/94
D912	DP-045	CONFINED SPACE RESCUE			2	4/27/94
D912	DP-059	READINESS DRILL			2	4/29/94
ERP	PS-002	Hourly Time Reporting			4	
ERP	PS-003	P/S Navigation			1	12/15/98
ERP	PS-004	Query & Reporting			4	
ERP	PS-005	Peoplesoft - Overview			3	
ERP	PS-007	Item Master Create/Maintain			12	

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ERP	PS-008	BOM Create/Maintain			12	
ERP	PS-009	Routings Create/Maintain			16	
ERP	PS-011	Initiate Changes/SXRs (PDM Sytem)			2	
ERP	PS-014	Order Management			24	
ERP	PS-015	Create Ship Orders			16	
ERP	PS-017	Record of Assembly/Disassembly - ROA/ROD			1	
ERP	PS-018	Using Work Instructions & Product Tracking			4	
ERP	PS-019	Product Tracking, Barcodes			2	
ERP	PS-020	Production Planning/Scheduling			14	
ERP	PS-021	Red Pepper			32	
ERP	PS-022	Production Management			20	
ERP	PS-023	Period Close			1	
ERP	PS-026	Purchasing Overview			2.5	
ERP	PS-027	Accounting Overview			2	
ERP	PS-030	Vendor Database			4	
ERP	PS-031	Quotes, Orders, Contracts			20	
ERP	PS-032	Receive Shipments			16	
ERP	PS-033	Requisition			2	
ERP	PS-034	Overview -			2	
ERP	PS-035	Issue/Move/Putaway Inventory			20	
ERP	PS-036	Maintain Inventory			8	
ERP	PS-037	Replenish Inventory			16	
ERP	PS-038	Cycle Count			1	
ERP	PS-040	Analyze Inventory and Cycle Count			40	
ERP	PS-041	Writing RFQs/RF Ps and Purchase Orders			8	
ERP	PS-042	Analyze Inventory and Cycle Count-2 days			8	
ERP	PS-045	Cost Management			2	

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ES	EP-026	Release Reporting Workshop	Maintain and improve knowledge of release reporting while pre-planning potential release scenarios. After completing workshop, the trainees will be able to better report releases and make RQ determinations.	Environmental Duty Officer response team members and release reporters	2	2/20/98
ES	GN-004	CPR TRAINING			8	11/1/89
ES	GN-045	ISO 14001 Policy and Aspects	To highlight ISO 14000 significant aspects and policies.		0.3	4/20/98
ES	IH-001	GENERAL HAZARD COMMUNICATION	Participants will be able to state the location and availability of MSDS's and the written hazard communication program. (NOTE: specific training about chemicals is presented in other courses or by the using departments. Has been replaced by IH-001.	Associates are given information described in 29 CFR 1910.1200 (h)	4	11/1/89
ES	IH-035	OFFICE ERGONOMICS			2	7/1/93
ES	IH-050	JOB SPECIFIC RAD TRAINING		Mary Donahue is developing the plan for associates working in D/90.	0.5	9/9/97
ES	MO-204	Chemical Carcinogen Control Plan - D/035 & D/036	Provide authorized associates task specific training for handling and using chemical carcinogens associated and used in D/036 and D/038. Rev. Change of title only - Dept. 38 retitled to D/35.	Authorized Associates to D/036 and D/035 Designated / Regulated areas.	0.5	4/3/96
ES	SA-005	HIGH PRESSURE SAFETY			4	3/1/90
ES	SA-083	PRELIMINARY HAZARD ANALYSIS			0	5/18/94
ES	SA-110	ELECTRICAL SAFETY FOR THE ELECTRICAL WORKER	Trainee will be able to protect themselves from electrical hazards when working near exposed energized parts. (Course became SA-119)	Factory worker, maintenance worker, and electrical worker who may use higher voltage equipment, work in industrial environments, and face elevated risk of electrical hazards (Oversight plan acceptable until training completed)	1	9/25/96

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ES	SA-112	ELEC. SAFETY FOR THE ENERGIZED ELECTRICAL WORKER	Trainee will be able to properly inspect, use, and store electrical PPE and tools. Also, the trainee will be able to properly complete a DETECT and PEET and perform "HOT" electrical work and emergency response. (Course became SA-119)	Limited to electrical workers who must troubleshoot, calibrate, and repair electrical equipment while energized. Covers "HOT" electrical work, rubber products, emergency response, DETECT and PEET. (Oversight plan acceptable until training completed) Li	1.5	9/25/96
ES	SA-126	VPP--Passport to the Star	To familiarize FM&T associates with the Voluntary Protection Program (VPP) and prepare for upcoming VPP re-certification	All FM&T associates	0.3	3/23/99
ES	EM-002	DRILLS AND EXERCISES	Persons will demonstrate roles and responsibilities for emergency response as defined in the KCP Emergency Plan. Rev.#2=Chg.to frequency of 510 days-Manpower not available to conduct and support 365 day timeframe-dg	Emergency Response Organization	3	4/1/91
ES	EM-004	EMERGENCY PREPAREDNESS TRAINING	The participant will demonstrate their emergency preparedness knowledge as defined in the KCP Emergency Plan and Process Description.	All FM&T associates	0.5	4/1/91
es	em-004	EMERGENCY PREPAREDNESS TRAINING	The participant will demonstrate their emergency preparedness knowledge as defined in the KCP Emergency Plan and Process Description.	All FM&T associates	0.5	4/1/91
ES	EM-012	FACILITY MANAGER - OCCURRENCE REPORTING	Upon assignment as a Facility Manager and the completion of this training, you will be able to demonstrate your designated roles and responsibilities as a Facility Manager as described in the Emergency Management Process 01.06.10.00.	Associates assigned as Facility Managers, Facility Alternates, Facility Manager Designee	1.5	1/29/96

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ES	EM-015	1998 Emergency Preparedness Training	The participant will demonstrate their emergency preparedness knowledge as defined in the KCP Emergency Plan and Process Description	All FM&T Associates	0.3	5/27/98
ES	EM-016	1999 Emergency Preparedness	The participant will demonstrate their emergency preparedness knowledge as defined in the KCP Emergency Plan and Process Description.	All FM&T Associates.	0.3	4/1/99
ES	EP-017	COLD CLEANER TRAINING	Participants will be given information concerning the proper use, disposal and appropriate precautions of cold cleaners. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATES MAY NOT PERFORM TASK UNTIL TRAINING IS COMPLETE	Supervisors & Associates who operate solvent degreasing equipment using Actrel or equivalent solvent.	1	5/31/95
ES	EP-019	SPILL PREVENTION CONTROL & COUNTERMEASURES	Participants will be able to state key points outlined in the Spill Plan	Associates who work around or operate oil tanks of 500 gals. or more and chemical material handlers. Associates having taken the 8-hour Hazwoper Course, GN-024, can be given credit for this course.	1	2/2/96
ES	EP-021	Vapor Degreaser Training	The trainee will be able to comply with MDNR and Kansas City, Missouri, Air Quality Requirements.	Operators and supervisors of vapor degreasers using VOCs.	0.5	6/24/98
ES	EP-027	Significant Environmental Aspects, 1999	Trainees will be able to identify significant environmental aspects associated with their job duties and the corresponding environmental benefits of improved performance.	Associates with responsibilities associated with significant aspects	0.3	7/16/99
ES	FP-003	PORTABLE FIRE EXT. TRAINING FOR EMP.			1	2/1/90
ES	FP-028	D/97 Startup and Operation	Students will be able to start up exhaust fans in D/97 after a power loss or shutdown.	Fire Protection	1	11/20/98

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	FP-029	Command Post	The student will know where and how to operate equipment on the command post.	Fire Protection	2	11/20/98
ES	FP-030	Auto Extrication	The student will demonstrate the proper use of rescue equipment.	Fire Protection	4	11/20/98
ES	FP-032	Ambulance Equipment & Supplies	To familiarize users of the inside ambulance with the equipment and supplies that are used on it.	Fire Department	1	12/10/98
ES	FP-033	Domestic Preparedness Awareness			1	12/18/98
ES	FP-034	Emergency Responder (First Responder)	ID the ways diseases are transmitted, demonstrate how to assess a victim, recognize breathing emergencies, signs and symptoms of heart attack, shock, tissue damage, poisoning, stroke, and CPR.	Fire Protection Personnel	53	4/29/99
ES	FP-035	First Responder Refresher	To highlight new issues regarding first responder and refamiliarize fire protection associates with initial objectives of the course.	Fire Protection Associates	1	11/4/99
ES	FP-036	Confined Space Rescue, 4 hr.	Attendees will learn about confined space rescue.	Fire Protection Associates	4	11/4/99
ES	FP-037	Pre-Fire Plans	To review pre-fire plans with fire protection associates.	Fire protection associates	0.5	11/4/99
ES	FP-038	AED Defibrillator	Attendees will learn to use the FM&T AED Defibrillator.	Fire Protection Associates	4	11/4/99
ES	FP-039	AED Defibrillator Refresher	Refresher on use of AED defibrillator.	Fire Protection Associates	1	11/4/99
ES	GN-002	ES&H ORIENTATION FOR NEW EMPLOYEES	The course provides an overview of FM&T ES&H programs in place at this site. It introduces programmatic resources that are available to associates and their responsibilities in the maintenance of these programs.	New Hire/Rehire associates	1.3	11/1/89
ES	GN-041	PHA TRAINING/ASSESSMENT	A better understanding of the PHA process and be able to identify : who, what, when, why, how and the benefits of a PHA.	FM&T Salaried Staff (Still under review, may be decreased to a more discrete audience)	0.1	11/1/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	IH-004	RADIATION SAFETY TRAINING	Participants will be informed of radiological fundamentals, biological effects, radiation limits, ALARA, personal monitoring, radiological posting & controls at DOE facilities. Changed course title 4/99.	Any associate identified as a radiological worker	1	11/1/89
ES	IH-006	MDA EMPLOYEE TRAINING	Participants will be given information required by 29 CFR 1910.1050 which allows recognition of the hazards of MDA, symptoms of overexposure and methods of safe handling of MDA.	Associates who are potentially exposed to MDA.	1	10/1/89
ES	IH-010	CONFINED SPACES TRAINING	Participants will be able to utilize the 8 question self-assessment on Confined Space Entry and utilize the Confined Space guidance in the ES&H manual.(currently on-line)	Any associate who will request or issue a confined space permit and anyone who will work in or around a confined space.	1	3/1/92
ES	IH-012	HEARING CONSERVATION PROGRAM	Associates will be able to : identify the effects of noise on hearing, state the purpose of hearing protection, list the advantages/disadvantages and attenuation of various hearing protectors, and the purpose of audiometric testing, and demonstrate proper	All associates identified by Industrial Hygiene in having 8hr time-weighted average of exposure of 85dB(A) or above	1	3/1/91
ES	IH-014	LEAD SAFETY TRAINING	Know methods of exposure from lead; symptom of exposure and protection methods to utilize.	Any associate with a potential exposure to lead.	1.5	9/1/90
ES	IH-020	FORMALDEHYDE	Participants will be able to: state the hazards of formaldehyde; recognize the symptoms of overexposure; and explain the safe way to handle formaldehyde.	Associates who are potentially exposed to formaldehyde.	1	8/1/92



Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	IH-022	HEARING CONSERVATION REFRESHER	Participnats will be given additional information on: the effects of noise on hearing; the purpose of hearing protection; the advantages/diadvantages and attenuation of various hearing protectors; the proper selection, fitting and care of hearing protect	All associates identified by Industrial Hygiene as having 8-hour time-weighted average exposures of 85dB or above and has completed IH-012	1	9/1/92
ES	IH-023	CARCINOGEN AWARENESS TRAINING	Participants will be able to state the hazards of cancer causing shemicals and the safe handling procedures.	All associates who use chemical carcinogens.	2	6/1/92
ES	IH-024	LASER SAFETY	Participants will be able to: identify classes of lasers, laser hazards and appropriate laser PPE.	Class 3B & 4 Laser Operators (open beam application only)	1	9/1/90
ES	IH-027	BLOODBORNE PATHOGENS	Participants will be able to recognize the routes of entry, utilize protective measures and schedule an appointment for a Hepatitis B vaccine.	Any associate at risk of being occupationally exposed to bloodborne pathogens and included in the FM&T/KC Bloodborne Pathogen Program	1	5/1/92
ES	IH-032	CARCINOGENIC METALS AWARENESS TRNG.	Participants will be able to: state the health hazards; utilize engineering controls; protective measures, equipment and clothing; identify chemical carcinogens and where they are used.	Associates who machine, cut, grind, drill, weld or perform other activities that create potential exposure to beryllium, cadmium, nickel or their alloys or compounds.	1	3/1/93
ES	IH-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	ih-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	ih-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	IH-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	ih-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	IH-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	IH-033	BLOODBORNE PATHOGENS REFRESHER	Participnats will be able to recognize occupational hazards and the proper personal protective protection associated with bloodborne pathogens.	Any associate identified and included in the FM&T/KC Bloodborne Pahtogen Program and at risk of being occupationally exposed to bloodborne pathogen.	1	6/1/93
ES	IH-037	CADMIUM SAFETY	Participants will be able to: state the health hazards and medical surveillance elements; identify the quanity and caration or cadium; utilize appropriate engineering controls, protective measures, clothing and equipment.	Associates whose possible exposure to cadmium is 0.1 ppm or higher	1	6/7/94
ES	IH-042	CONFINED SPACE TRAINING FOR AUTHORIZED ASSOCIATES	Participants will be able to: state the duties of authorized associates, attendants, entrants and entry supervisors; list confined space entry requirements; opearte O2/LEL Survey Equipment; and complete a KCD 2359.	Associate authorized by Industrial Hygiene to issue cofined space permits and has successfully completed IH-010.	1	1/4/96

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	IH-044	GEN.HAZ.COM.(Routine Chemical Users ATTC/CBT)	Participants will identify information contained in a MSDS, review the information contained on a chemical container label and discuss general hazards of major chemical classes used at FM&T.	Associates who use chemicals in performance of their daily work.	2	1/24/97
ES	IH-051	RAD SAFETY COOR. TRAINING	To identify the responsibilities for a radiation safety coordinator and provide information on radiation work authorization conditions and requirements.	Associates designated as radiation coordinators for a radiation work authorization.	1	9/9/97
ES	MO-202	CHEMICAL CARCINOGEN SAFETY PLAN - D/024	Provide department personnel the D/24 Chemical Carcinogen Safety Plans - This covers the specific chemical carcinogens and processes in which they are to be used and PPE required.	D/24 assigned associates	1	3/6/96
ES	SA-001	INPLANT VEH (TRI,SCOTR,CHBOY,GOL FCT)	Participants will be able to safely operate an in-plant vehicle.	Any associate who operates a tricycle, scooter, shoreboy or golfcart.	0.5	10/1/89
ES	SA-002	GOVERNMENT VEHICLE TRAINING	Participants will be able to safely operate a government vehicle and correctly report an accident or vehicle damage. This is now an on-line course.	Any associate who regularly is required to operate a motor vehicle in the course of performing their job functions.	0.5	9/1/89
ES	SA-003	PRESSURE SAFETY ORIENTATION	After completing this course, trainees will be able to recognize pressure safety related hazards and practices and understand basic pressure safety requirements	Associates working with pressure systems; this course is NOT intended to prepare pressure system designers or installers.	3	3/1/90
ES	SA-008	OVERHEAD CRANE & RIGGING SAFETY	Participants will be able to complete a pre-operational hoist and sling inspection; refer to rules and regulations on hoisting and rigging for safe operating procedures.	Any associate who operates, works with or assists in hoisting and rigging operations within the KCP boundaries.	3	12/1/89

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-012	EXPLOSIVES TRAINING REFRESHER	This course will explain the types of devices we have at FM&T/KC and what the basic requirements are for handling, storage, and transportation. This course will also identify where the requirements can be found.	Associates who handle or direct the handling of explosives.	0.5	3/1/98
es	sa-012	EXPLOSIVES TRAINING REFRESHER	This course will explain the types of devices we have at FM&T/KC and what the basic requirements are for handling, storage, and transportation. This course will also identify where the requirements can be found.	Associates who handle or direct the handling of explosives.	0.5	3/1/98
ES	SA-012	EXPLOSIVES TRAINING REFRESHER	This course will explain the types of devices we have at FM&T/KC and what the basic requirements are for handling, storage, and transportation. This course will also identify where the requirements can be found.	Associates who handle or direct the handling of explosives.	0.5	3/1/98
ES	SA-013	EXPLOSIVES TRAINING	Participants will be able to: state the hazards of explosives handled at the FM&T; explain the handling, marking, and storage requirements for FM&T.	Any associate who handles explosive devices or assemblies containing those devices.	1	6/1/91
ES	SA-015	HIGH-LIFT EQUIPMENT TRAINING			2	11/1/91
ES	SA-027	AMBULANCE - INSIDE	In-plant ambulance operation.	Anyone using an in-plant ambulance	1	11/1/90
ES	SA-033	UTIL VEH (MULE,TRACTOR)	Participants will be able to demonstrate proper operation of the utility vehicle.	Any associate who operates a utility vehicle and has completed SA-001.	2	8/1/91
ES	SA-037	ELECTRICAL SAFETY-PERIODIC TRAINING	Participants will be given information on site specific concerns regarding electrical issues.	Electricians and other associates who support the plant's electrical work.	2	9/11/90
ES	SA-039	MECHANICAL POWER PRESS SAFETY	Participants will be able to explain press safety devices and applicable operating procedures.	Any associate who operates a power mechanical punch press and their supervisor.	2	9/1/90

COURSE ATTENDED BY FM&T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-042	NAR.AISLE/WALK.STACK CHECKOFF SHEET	Participants will be able to demonstrate proper operation of a narrow aisle walkie-stacker and complete an inspection of the equipment.	Any associate who operates a narrow aisle walkie-stacker and has completed SA-042.	1	3/1/93
ES	SA-061	BASKET-LIFT SKILLS ASSESSMENT	Participants will demonstate the proper method to operate the Basket-Lift.	Any associate who works with basket-lift equipment at the FM&T and who has completed SA-015.	1	1/1/92
ES	SA-062	LIFT-A-LOFT SKILLS ASSESSMENT	Participants will be able to demonstrate proper operation of a lift-a-loft.	Any associate who operates a Lift-a-Loft at the FM&T and has completed SA-015	1	1/1/92
ES	SA-063	SCISSORS-LIFT SKILLS ASSESSMENT	Participants will be able to demonstrate the proper method to operate a scissors lift.	Anyone who operates a Scissor-Lift at the FM&T and has completed SA-015.	1	1/1/92
ES	SA-064	KNUCKLE BOOM SKILLS ASSESSMENT	Participants will be able to demonstrate proper operation of a Knuckle Boom.	Any associate who operates a Knuckle Boom at the FM&T and has completed SA-015.	1	1/31/92
ES	SA-065	GROVE BOOM LIFT			1	1/30/98
ES	SA-066	JLG BOOM LIFT SKILLS ASSESSMENT	Participants will demonstrate the proper way to operate a JLG Boom Lift.	Any audience who operates a JLG Boom Lift at the FM&T and has attended SA-015.	1	1/31/92
ES	SA-076	COUNTERBLNCE FRKLIFT CHECK-OFF SHEET	Participants will demonstrate the proper way to operate a counterbalance forklift.	Any associate who operates a counterbalnace forklift at the FM&T and has completed SA-016.	0.5	3/1/93
ES	SA-079	HIGHLIFT SAFETY INSTRUCTOR REFRESHER	Participants will be given updates on all changes to the regulations as well as changes to the FM&T highlift program. Participants will have an opportunity to ask questions on course material to make them comfortable in presenting this material.	Any associate that is designated to instruct Highlift Safety, SA-015 and has successfully completed.	2	7/1/93

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-081	ACCIDENT/INCIDENT INVEST. - PART 2	ACCIDENT INVESTIGATORS WILL BE ABLE TO DETERMINE ACCIDENT/INCIDENT/NEAR MISS - LEVEL & TYPE CATEGORIZATION, DETERMINE MAKEUP OF ACCIDENT INVESTIGATION TEAM & COMPLETE THE APPROPRIATE REPORTS.	SELECTED DIVISIONAL ASSIGNED ACCIDENT INVESTIGATORS.	7.5	1/31/94
ES	SA-086	LOCKOUT/TAGOUT FOR 'OTHER' ASSOCIATES	Explain to 'other' associates what Lockout/Tagout (LOTO) is and the role that 'other' associate have in the LOTO process.	Anyone who works in areas where LOTO is not normally performed, but need to be able to recognize LOTO.	0.2	2/13/95
ES	SA-087	LOCKOUT/TAGOUT FOR AUTHORIZED ASSOCIATES	To establish plant-wide Lockout/Tagout awareness, and to protect associates from injury due to the unexpected energization, start-up, or release of stored energy, during service and/or maintenance of equipment/machinery.	Associates who perform service/maintenance on equipment and must de-energize the equipment in order to perform this service. Associates must lock out and/or tag out equipment in order to perform service on that equipment.	2	2/13/95
ES	SA-088	FALL PROTECTION TRAINING	Participants will be able to list the protective measures needed to prevent falls.	Any associate who works or is exposed to fall hazards 6 ft. or more above grace level.	0.5	2/13/95
ES	SA-100	LAWN MOWING VEHICLE ASSESSMENT	This course was developed to allow participants to demonstrate their ability to operate lawn mowing vehicles adequately	Associates who operate Lawn Mowing Vehicles and have successfully completed SA-001.	0.5	1/2/96
ES	SA-101	DUMP TRUCK VEHICLE ASSESSMENT	This course was developed to allow participants to demonstrate their ability to operate dump truck vehicles.	Associates who operate dump truck vehicles and have successfully completed SA-002.	0.5	1/3/96
ES	SA-102	SNOW REMOVAL VEHICLE ASSESSMENT	This course was developed to allow participants to demonstrate their ability to operate snow removal vehicles.	Associates who operate snow removal vehicles and have successfully completed SA-001.	0.5	1/3/96
ES	SA-103	EARTH MOVING EQUIPMENT ASSESSMENT	Participants will demonstrate the proper way to operate a Wheel Loader	Any associate who operates a Wheel Loader vehicle at the FM&T and has completed SA-089. Qualification training, no oversight plan allowed.	1.5	1/3/96

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-104	LOCKOUT/TAGOUT (LOTO) FOR AFFECTED ASSOCIATES (CBT	To establish plant-wide LOTO awareness, and to protect associates from injury due to the unexpected energization, start-up, or release of stored energy, during service and/or maintenance of equipment/machinery.	Machine operators who can assist in the LOTO process. Other associates who frequent the shop and could assist with the LOTO process. Mandated training course.	0.5	1/26/96
ES	SA-109	Hand Protection Training Assessment (CBT)	To increase the awareness of hand injury potential and how associates can prevent these injuries from occurring.	All hourly associates and their supervision (Originally used in D/S00 to reverse trends for injuries occurring)	1	8/2/96
ES	SA-113	ELECTRICAL SAFETY FOR EMERGENCY RESPONDERS	Trainee will be able to perform emergency activities in the event of an electrical incident	Medical care services, Patrol and Fire Department	3	1/14/97
ES	SA-119	Electrical Associate Training	Trainee will be able to protect themselves from electrical hazards when working near or on exposed energized parts. They will be able to properly inspect, use and store electrical PPE and tools. Proper completion of PEET and a High Voltage Pre-job Safet	Intended for electrical workers who may use higher voltage equipment and face an elevated risk of electrical hazards. Also, associates who troubleshoot, calibrate, or repair electrical equipment while energized. (mandated)	1	6/16/97
ES	SA-120	Nitrogen Dewars Training	Participants will receive instruction regarding the operation of the Nitrogen Dewars and will practice operating the equipment.	Operators and users of Nitrogen Dewars	0.7	7/1/97
ES	SA-122	JHA On-Line Training	Participants will be able to perform and document a formal Job Hazard Analysis.	Anyone responsible for JHAs in their departments.	0.3	2/13/98
ES	SA-125	LOTO Authorized Associate Refresher Training	To ensure LOTO Authorized Associates have maintained their competency with regards to LOTO, and their ability to recognize LOTO hazards and how to control these hazards and service equipment.	Associates who perform LOTO at FM&T/KC.	1	9/17/98
ES	SA-128	Improving Your Incident Investigation Skills	To refresh basic principles and skills used in the accident investigation process.	Safety Engingeers and Industrial Hygienists	1	8/24/99

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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-129	Integrated Safety Mgt. (ISM) for Work Planning	To explain the five core functions of ISM and how these functions are used in the MAXIMO system for maintenance/facilities work requesting, planning, and performing.	Maint. planners, crafts, & team managers, Fac. planners, engineers	1	5/26/99
ES	SA-130	Accident Investigations - Update CY99	To review requirements, recent improvements, and pending changes to the accident investigation process.	ES&H professionals who may be required to lead accident investigations	1	9/15/99
ES	TS-003	BASIC HAZARDOUS MATERIAL TRANSPORTATION (Mod.1-10)	To ensure transport personnel are trained to recognize and understand DOT regulations for transportation of hazardous wastes and material	Transportation and Waste Management Personnel	16	2/1/91
ES	WM-007	RADIOACTIVE WASTE MANAGEMENT	Participants will be able to safely handle excess radioactive materials and properly document activities. This course consists of 4 modules designed to each audience.	Radioactive waste generators, handlers, and dispatch drivers (excess & recl has all modules except the dispatch driver mod.)	2	5/1/92
ES	IH-041	RADIATION JOB SPECIFIC LAB&TEST ENGINEERING	Participants will understand all applicable radiation safety controls, the content and location of RWAs, the hazards affected with the job assignment.	Associates in the lab & test area which have taken ES IH-004	1	2/5/96
ES	WM-008	SATELLITE STORAGE TRAINING (CBT, On-line)	Refresher training - at the end of this course, participants should be able to identify what is required at FM&T to properly dispose of hazardous waste, as required by federal and state regulations, and understand why and who to contact to get information	Associates in Departments who generate hazardous chemicals.	0.25	8/28/96
GEN	DP-004	TQM PHASE 1			32	4/27/94
MAIN	MR-007	Team Building - CMMS	Teambuilding for associates involved in new CMMS	CMMS team	16	
MAIN	MR-003	FMS PRIORITY SYSTEM	Students will learn how to apply an appropriate priority, using the Priority Schedule, for service requests submitted to Facilities or Maintenance. (Rev. 1--changed to Maximo priority system, with high number = high priority.)	High-volume inputters of MMIS Work Requests, plus Maintenance personnel who will be inputting from customer phone calls.	1.5	9/10/97



Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
MC	MC-136	QUALITY FUNCTION DEPLOYMENT			12	4/28/94
SEC	SC-001	SECURITY REFRESHER (KANSAS CITY)	To provide refresher training on security issues to associates at FM&T/KC.	All FM&T/KC associates	1	10/15/96
SEC	SC-083	CLASSIFIED COMPUTER USER			1	7/5/94
SEC	SC-002	ENTRANCE LECTURE			1	
SEC	SC-003	Q LECTURE			1	
SEC	SC-015	1997 Security Refresher (Kansas City)	To provide refresher training on security issues to associates at FM&T/KC.	All FM&T associates	1	11/25/97
SEC	SC-049	DSR TRAINING	To train associates on the responsibilities of being a DSR.	Associates having the special assignment of DSR	1	
SEC	SC-062	COMPUTER SECURITY ESCORT TRNG	Attendees will be able to: Identify the characteristics and types of computer viruses, explain damages viruses may		1	5/9/94
SEC	SC-092	1998 Security Refresher (Kansas City)	To provide refresher training on security issues to associates at FM&T/KC.	All FM&T associates	0.5	
SEC	SC-093	1999 Security Refresher/Security Stand-Down		All FM&T/KC Associates	2	
SEC	SC-094	Six-Hour Security Stand-Down - AM	To deliver reinforcement of security issues, including Computer Security, CMPC, Classification Guidance, OUO, UCNI, OPSEC, Foreign National, Official/Unofficial Foreign Travel, NNSI Video Broadcast or Dice Man Video, etc.	All FM&T/KC Associates	3	
SEC	SC-095	Six-Hour Security Stand-Down - PM	To deliver reinforcement of security issues, including Computer Security, CMPC, Classification Guidance, OUO, UCNI, OPSEC, Foreign National, Official/Unofficial Foreign Travel, NNSI Video Broadcast or Dice Man Video, etc.	All FM&T/KC Associates	3	

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	BP-001	CERTIFIED PURCHASING MANAGER REVIEW			17	4/28/94
TP	BP-003	COMMAND MEDIA TRAINING	TO ENABLE PARTICIPANTS TO TRANSLATE PROCEE MAPS INTO COMMAND MEDIA TO MEET ISO 9001 REQUIREMENTS.	PROCESS LEADERS, WORK INSTR. WRITERS, TRAINERS, TEMPLATE USERS	8	5/9/95
TP	MO-763	CLIP AND BLEND TRAINING COURSE	Used to clip tabs on printed wiring boards parts held in panel and blended tabs with the PWB part. Qual Plan:***OVERSIGHT IS ALLOWED--ASSOCIATES MAY PERFORM TASKS UNTIL TRAINING IS COMPLETE	Dept 61 printed circuit fab. associates.	1	1/28/97
TP	MR-013	RADIO OPERATIONS			4	11/7/94
TP	MR-030	HAND TRUCK OPERATION	To train laborers how to operate a hand truck to move furniture.	Laborers	1	10/30/96
TP	MR-031	HAND SPREADER OPERATION	To train laborers on how to use a hand spreader to spread salt and sand.	Laborers	1	10/30/96
TP	MR-035	SAND BAGGING OPERATION	To train laborers on sand bagging operations.	Laborers	1	10/30/96
TP	MR-036	INTERNAL SIT DOWN FLOOR SCRUBBER OPERATION	To train laborers on the internal sit down floor scrubber operation.	Laborers	1	10/30/96
TP	MR-037	OUTSIDE SWEEPER OPERATIONS	To train laborers how to operate outside sweepers.	Laborers	1	10/30/96
TP	MR-038	Walk Behind Lawn Mowing Operation	To train laborers on lawn tractor operations.	Laborers	1	10/30/96
TP	MR-039	EMERGENCY BARREL VACUUM OPERATION	To provide laborers training on emergency barrel vacuum operation.	Laborers	1	10/30/96
TP	MR-043	PULP BARREL CHANGE OUT OPERATION	TO TRAIN LABORERS HOW TO CHANGE OUT A FULL PULP BARREL	LABORERS	1	11/6/96
TP	QU-002	CHARACTERISTICS OF AC CIRCUITS (IVI)	After completion of this interactive video instruction (IVI)presentation, the associate will understand the basic characteristics ofAlternating Current (AC) circuits.	Anyone who requires the basic knowledge of AC circuits.	2	10/7/93

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	QU-003	CONTROL CHARTS (IVI), INTRO TO	After completion of this interactive video instruction (IVI) presentation, the associate will understand the use of control charts in an SPC application.	Anyone who may complete or interpret control charts.	2	10/4/93
TP	QU-004	STAT PROCESS CONTROL (IVI), INTRO TO	After completion of this interactive video instruction (IVI) presentation, the associate will understand the basic concepts of statistical process control (SPC).	Anyone who may need fundamental knowledge of SPC.	2	10/4/93
TP	QU-005	OHM'S LAW & DC CIRCUITS (IVI)	After the completion of this interactive video instruction (IVI) presentation, the associate will understand the basic fundamentals of Ohm's law and Direct Current (DC) circuits.	Anyone who requires basic knowledge of DC circuits.	2	10/7/93
TP	QU-034	SAMPLE PREPARATION AREA	THIS COURSE WAS DESIGNED TO FAMILIARIZE NEW TECHNOLOGISTS WITH THE PROCEDURES OF UTILIZING THE SAMPLING PREPARATION AREA AND ITS ASSOCIATED HAZARDS.	ENGINEERING TECHNOLOGISTS	4	11/3/94
TP	QU-060	ADMINISTRATION - INSPECTION TRAINING	To provide training on inspection administration activities.	Inspectors	1	10/21/96
TP	QU-061	SPECIFICATIONS- INSPECTION TRAINING	To provide training on inspection specifications.	Inspectors.	1	10/21/96
TP	QU-062	PRODUCT CONTROL- INSPECTION TRAINING	To provide training on product control inspection activities.	Inspectors	1	10/21/96
TP	QU-063	QUALITY CONTROL DRAWINGS-INSPECTION TRAINING	To provide training on inspection quality control drawings.	Inspectors	1	10/21/96
TP	TO-007	Geometric Dimensioning and Tolerancing	Training on the ASME Y14.5M 1994 Dimensioning and Tolerancing Standard. Training will provide attendees with the ability to interpret product and tool drawings that contain information described in the 1994 release.	Engineering, Manufacturing and Quality personnel who use, process or interpret drawings containing information provided by the ASME Y14.5 Standard.	20	7/7/98

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	BP-006	Intellectual Property Overview	This course is designed to provide an overview of how Intellectual Property Rights are administered under the contract with DOE. Rev. #1 - changed freq. to 0 - refresher course established to carry 365 day cycle. --dg	Technical Staff	1.5	2/28/96
TP	BP-007	Intellectual Property Overview - Annual Refresher	This on-line information is designed to provide refresher information of how Intellectual Property Rights are administered under the contract with DOE.	Technical / Professional Associates	0.5	5/29/97
TP	CO-031	Breakthrough Management Awareness Training	TO provide an overview of breakthrough management principles and techniques.	ALL	1.5	8/10/98
TP	EI-010	COMPONENTS TESTING	TO INSTRUCT D/456 TECHNOLOGISTS IN THE OPERATION OF THE COMPONENTS TEST SYSTEM.		12	1/24/95
TP	IH-039	RADIATION JOB SPECIFIC LAB & TEST ENGINEERING	Specifies RAD authority, applicable radiation safety controls, specific unusual hazards and emergency procedures.	Associates which work with radiation in metrology	2	2/2/96
TP	MI-001	Non-Conforming Material Requirements	Understand what non-conforming material is, how the material is handled, documented, labeled, and segregated. An annual review is required to ensure practices in the Polymer Productions Facility are current and accurate.	Engineers and engineering technologists working in the Polymert Production Facility	2	7/12/99
TP	MI-002	Manufacture of Materials in the PPF	Review the way materials are manufactured in the Polymer Production Facility (PPF). An annual review of the current WI is required to ensure practices in the PPF are accurate. This is an opportunity to update the WI to reflect actual practices used in t	engineers and engineering technologists working in the PPF	2	7/12/99

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-001	SPRAY PAINTER TRAINING	Associates will know the basics of paint, the processes and techniques of painting; the various equipment and maintenance of; & various problems that arise	Spray Painter classification	160	4/28/94
TP	MO-100	Carcinogen Safety Plan - D/090	Specific trg. for associates to enter & work in Regulated or Designated Area in Bldg 96 (D/090). Associates will be knowledgeable of nature of each chemical carcinogen used; potential health hazards; nature of the operation to be performed; PPE associate will	Associates designated to work in Bldg 96 "Regulated or Designated Area"	1	7/3/97
TP	MO-317	Plating - Gold Plating of Acorn Burst Disk	To provide trainee the standard & proficiency requirements to clean, passivate, & gold plate the Acorn Burst Disk, P/N1470950-101. At the conclusion of the training & practice time the trainee must demonstrate 100% proficiency to the course tg & qualify	Platers assigned in D/97	8	10/16/97
TP	MO-606	Reservoir Production - Introduction	Awareness and information session to familiarize associates with critical nature of reservoirs, need for proper handling and requirements of using only approved materials.	Associates/reservoir production, cleaning, shipping, handling/insp.	2	2/23/95
TP	MO-607	Welding - Medar Resistance Forge	PROVIDE ASSOCIATES CLEAR GUIDANCE / TRAINING / EXPECTATION OF THE PROCESS AND EQUIPMENT IN ASSOCIATION WITH THE MEDAR RESISTANCE FORGE WELDER	WELDERS	2	5/1/95
TP	MO-707	Reservoir Handling Damage	Provide training on the Impact of Handling Damage, Types of Handling Damage and Ways to Avoid Causing Handling Damage/ Safety Concerns.	All production & fab personnel (Qty, Transp, Maint. Engrg. DOE, Design Agency, working with reservoirs.	2	10/11/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-754	HMC SOLDERING REWORK	To train electronic assemblers how to rework HMCs. Qual Plan: ***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities IF associate has never been trained until training is complete. OR Oversight is allowed IF associate has been previously train	Elec. Assemblers in D/73	36	12/19/96
TP	MO-761	Fundmentals of Deburring (Overview)	TO TRAIN PRODUCTION FABRAICATORS THE FUNDMENTALS OF DEBURRING	PRODUCTION FRABACTORS	40	1/23/97
TP	MO-765	COMPONENT PREPARATION	To train electronic assemblers how to prepare components	electronic assemblers	3	2/15/97
TP	MR-029	DESK JACK OPERATION	To train laborers how to operate a desk jack in order to move furniture.	Laborers	1	10/30/96
TP	PR-301	APICS - JUST IN TIME	THIS COURSE WAS DESIGNED TO HELP STUDENTS PREPARE FOR THE "CERTIFIED IN PRODUCTION AND INVENTORY MANAGEMENT" EXAM	OPEN TO ALL INTERESTED ASSOCIATES	32	4/24/95
TP	PR-302	APICS - PRODUCTION ACTIVITY CONTROL	THIS COURSE WAS DESIGNED TO HELP STUDENTS PREPARE FOR THE "CERTIFIED IN PRODUCTION AND INVENTORY MANAGEMENT" EXAM	OPEN TO ALL INTERESTED ASSOCIATES	16	4/11/95
tp	ps-002	USE OF FORCE/ADV APPREHENSION LSPT01	To apply the proper use of force when dealing with an adversary, to assure officer utilizes proper tactics when confronted by an adversary, utilize good arrest/search techniques.	Armed officers	0	3/1/94
TP	PS-002	USE OF FORCE/ADV APPREHENSION LSPT01	To apply the proper use of force when dealing with an adversary, to assure officer utilizes proper tactics when confronted by an adversary, utilize good arrest/search techniques.	Armed officers	0	3/1/94
TP	PS-003	HANDCUFFING/SEARCHI NG (OM-80155)			2	4/28/94
TP	PS-006	JOB KNOWLEDGE TEST	Test overall job knowledge of post and general orders.	Protective Force Officers	1	3/1/94

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	PS-007	MOVEMENT/BATON REF/TESTOUT (SI-400)	Refresher training/test out for the student with the basic principles of movement and use of baton.	Protective force	0	3/1/94
TP	PS-008	GENERAL ORDER 13 REVIEW (GO-4)	Review of General Order 13	Protective Force	0	3/1/94
TP	PS-011	CENTRAL ALARM SYSTEM REF (SOCAS2)	To provide the attendees with an understanding of the operations of the central alarm system.	Central Alarm System (CAS) operators	2	3/1/94
TP	PS-012	CUFFING TECHNIQUES (M1-412)	Student will understand the handcuffing and search procedures that are appropriate for various suspect positions.	Armed officers	4	3/1/94
TP	PS-013	AMBULANCE OPER & PATROL RESP(S10605)	Prepare protective force for the use of ambulances in emergency situations.	Protective Force	2	3/1/94
TP	PS-017	DANGER/BULLETS STRIKING HAZ (S10204)	Through training, involving 6 areas identified by ES&H, the protective force will proceed with caution in the use of firearms where a bullet would strike items in these areas.	Armed officers	1	3/1/94
TP	PS-021	SUPV TRAINING TEST, ANNUAL (SU-002)	Test out.	Lieutenants	1	3/1/94
TP	PS-024	ARREST AUTHORITY, MO PVT CITIZEN (S10301	Familiarize student with KCD policy and procedures concerning the Missouri Private Citizen Arrest Authority.	Armed Officers - Security Police Officers	1	2/11/94
TP	PS-025	PHYSICAL FITNESS QUALIFICATION	ANNUAL QUALIFICATION	ARMED OFFICERS	1	6/24/94
TP	PS-026	FIREARMS QUALIFICATION	ANNUAL QUALIFICATION	ARMED OFFICERS	1	6/24/94
TP	PS-027	INTERMEDIATE FORCE, BASIC INFORMATION	Understand basic information about the use of intermediate force by safeguards and security personnel.	Armed officers	4	6/24/94
TP	PS-029	BASIC FIREARMS	TRAINING NECESSARY TO MEET DOE FIREARMS STANDARDS (PER QUALIFICATION REQUIREMENTS IDENTIFIED IN THE KCD QUALIFICATION/TRAINING SYSTEM).	SECURITY POLICE OFFICERS (JOB CODE 01602)	80	3/17/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	PS-030	APPROACH AND CONTROL OF SUSPECTS		Security Police Officers	2	11/30/95
TP	PS-032	ARMORER RECERTIFICATION TRAINING	TO RECERTIFY PARTICIPANTS IN ARMORER.		8	2/23/96
TP	QU-001	COMPATIBILITY PROCESS	Enable technologists to perform compatibility on productentering laboratory for environmental testing.	Functional technologists	8	9/23/93
TP	QU-012	CLASSICAL PULSE SHAKER SHOCK	To instruct new technologists in the use of genrad/unholtz dickie shaker systems for the purpose of classical pulse shock.	D/456 Engineering Technologists	2	2/15/94
TP	QU-013	WEIGHT AND CENTER OF GRAVITY	To be able to perform weight and center of gravity testing.	Quality Assurance personnel.	8	3/9/94
TP	QU-014	MOMENT OF INERTIA	To be ableto perform moment of inertia testing.	Engineering Technologist	8	3/22/94
TP	QU-032	ENVIRONMENTAL TESTING, TEMP & HUMIDITY	To instruct new technologists in the techniques of temperature and humidity testing	D/456 Engineering Technologists	40	10/7/94
TP	QU-033	SINE VIBRATION WITH GENRAD CONTROL	To instruct technologists in the use of GENRAD / UNHOLTZ - DICKIE shaker systems in performing sine vibration tests.(8/14/97 - per Combs ownership has been moved to David Brewer - dg) (4/16/97 - per F. Tipton ownership should be moved to Donald Combs - dg	D/838-2 Engineering Technologists	2	10/28/94
TP	QU-039	VIBRATION MACHINE CAPABILITY	TO INSTRUCT TECHNOLOGIST IN THE PROCESS OF MACHINE CAPABILITY.	D/456 ENGINEERING TECH.	4	9/12/95
TP	TO-003	JOB SPECIFIC/NEUTRON DETECTOR TESTER	PROVIDE INSTRUCTIONS FOR SAFE OPERATION OF NEUTRON DETECTOR TESTERS. Qual Plan: *** NO OVERSIGHT IS ALLOWED-- ASSOCIATES MAY NOT PERFORM TASKS UNTIL TRAINING IS COMPLETE	TELEMETRY TECHNICIANS, TECHNOLOGISTS, ENGINEERS, INSPECTORS	1	4/4/95



## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	TO-008	NIST/Hardness Standardization Workshop	****	n/a	16	6/30/98
TP	TS-003	TSD SECURITY TRAINING FOR SGT, LEVEL 2	TRAINING ON REQUIRED PROCEDURES TO PROTECT WORK CONSIDERED LEVEL 2	ASSOCIATES ASSOCIATED WITH SGT PRODUCT	1	5/26/95
TP	TS-004	TSD SECURITY TRAINING FOR SGT, LEVEL 1	TRAINING ON REQUIRED PROCEDURES TO PROTECT WORK CONSIDERED LEVEL 1	ASSOCIATES ASSOCIATED WITH SGT PRODUCT	1	5/26/95
TP	TS-009	SGT Operations Plan Training	Associate must demonstrate sufficient knowledge of SGT Operations Plan through completion of this testing. To assure that associates working on the SGT program understand the special operations requirements defined in SS-R46718. Must pass test with 75%	Associates assigned to certain aspects of SGT production. Hrly associates assigned to Operations Level 1 and 2 only.	1	1/7/97
TP	MO-766	Photo Resist Touchup	To train printed circuit fabricators how to touch up imaged panel in D/61 after imaging.	Printed circuit fabricators	2	3/3/97
TP	MO-768	Marking of PWB Products for D/61	To teach d/61 associates how to mark printed wire boards Qual Plan: *** OVERSIGHT IS ALLOWED*** Associate may perform activities until training is completed if Associate has performed the task within the last 6 months	electronic assemblers and printed circuit fabricators	1.5	3/27/97
TP	MO-775	Nuclear Safety Requirements Training	to trainin associates with the LAC Nulear Safety Requirements	manufacturing associates	0.5	7/14/97
TP	MO-005	Ovens - Use of per P0860105	At the completion of the two part training (classroom and on floor performance)the associate will be able to demonstrate the proper use/setting/standards as defined in the GPI P0860105. ( NOTE: Rev. 1 changed the Fequency from 365 to 0.-- Diane Graham)	All users of Ovens per P0860105 (K200 and K300 series)	2	8/30/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-767	Tagging and Final Clean for Printed Wiring Boards	To train Printed Circuit fabricators on how to tag and final clean printed wiring boards Rev #1 incorporated new C.E.	Printed Circuit Fabricators	4	3/7/97
TP	MO-782	Manual Torque Wrench Operation	To Train electronic assemblers on how use a torque wrench	electronic assemblers	2	8/15/97
TP	MO-764	Vacuum Baking (Bemco Oven)	To training electronic assembler how to operate the Bemco oven	Electronic Assemblers	4	2/13/97
TP	MO-773	Thick Film Network Fabrication	To train D/71 Platers how to Apply Thick Film	D/71 platers	5	6/10/97
TP	MO-777	Copper Clad and panel Thickness Verification	To train pattern circuit fabricators	Pattern circuit fabricators	0.5	7/15/97
TP	MO-776	Chemical Cleaning in D/61	To train Pattern Circuit Fabricators on the chemical cleaning process for Printed wire boards	Pattern Circuit Fabricators	1	7/15/97
AD	BP-006	Document Control (ISO 14001)	ES&H process leaders will be able to identify documents requiring control and know how to control them according to applicable requirements.	ES&H process leaders	0.5	6/26/97
CR	QC-015	INSPECTION TRAINING EVALUATION PROGRAM	TO EVALUATE EFFECTIVENESS OF INSPECTION TRAINING AND EDUCATION PROGRAM.	ALL INSPECTORS AND INSPECTION SUPERVISION	6	10/20/95
D053	DP-004	STATIC TRAINING D/53	STATIC REQUIREMENTS -	ALL PERSONNEL WHO MAY HANDLE PRODUCTION IN D/53 and additional support personnel.	2	2/5/92
ES	EP-024	SIGNIFICANT ENVIRONMENTAL ASPECTS, 1998	Trainee will be able to identify significant environmental aspects associated with their job duties and the corresponding environmental benefits of improved performance.	Associates with responsibilities related to significant environmental aspects.	0.3	4/21/97
ES	SA-089	WHEEL LOADER SAFETY TRAINING	Participants will be able to; state the correct method to operate a Wheel Loader; list possible hazards and explain appropriate precautions and PPE to take when operating a Wheel Loader.	Any associate that operates a Wheel Loader vehicle at FMT	1.5	2/13/95

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	IH-040	MSDS ACCESS PROGRAM TRAINING	This course consists of a checklist to guide an associate through the step-by-step process to obtain a Material Safety Data Sheet using the MSDS Access Program on the Saturn network.	Required of associates who may have potential exposure to hazardous materials in performance of their job or in foreseeable emergency conditions	0.5	10/16/95
MAIN	MR-002	CUSTOMER SERVICE FOR FMS	To improve the capability for world-class customer service among FMS associates.	All FMS associates.	8	9/10/97
AD	PD-034	Managing Performance/CD Rom	Preparation, Evaluation, Goal-Setting, Development		2	4/28/98
TP	MD-002	Managers/Salary Rif Training			2	8/26/99
TP	MD-002	Managers/Salary Rif Training			2	8/26/99
AD	BP-345	Six Sigma - Visual Workplace	To share the principles of Visual Workplace with participants and to have them apply those principles in a factory simulation and on a real world project.	FM&T salaried and bargaining unit associates	22	3/26/99
AD	CO-071	Peoplesoft W-2 Preparation			8	11/13/97
AD	BP-353	Six Sigma Advanced Lean Tools	To provide associates Lean principles and tool usage skills that can be applied at FM&T to improve overall plant productivity and reduce costs.	Any FM&T associate	20	8/19/99
AD	PD-048	Time Management/CD Rom			2	10/1/98
IC	IC-959	PowerPoint Windows 95 7.0 Enhancing Presentations	CD Rom		3	
IC	IC-957	Office 97 New Features			8	1/23/98
TP	MO-791	MSR (Material Stock Request)			1	4/9/99
TP	BP-010	Command Media Process Leader Refresher	Provides a review of process leader responsibilities.	Command Media Process Leaders	0.5	1/27/99

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	EM-003	Returned Material Process Training	Revised process for the receipt and administration of returned material.	Prod. Engrs., Process Engrs., Quality Engrs, Program Engrs. Team Leaders, Production Planners.	1.5	4/7/99
TP	PS-041	Firearms Safety Policy and Expectations			0.5	6/12/98
TP	QU-067	ISO Refresher on Control of Documents			0.3	4/26/99
TP	TS-010	Export Control	Train associates regarding U.S. Department of State and U.S. Department of Commerce export control requirements.	Associates involved in exporting material or technology to overseas locations	2	2/25/99
TP	CS-008	Classified Systems Security for ISSOs	Attendees will be able to: Demonstrate the methods for identifying and protecting hardware and software used in classified processing, prepare, maintain and implement a classified AIS security plan, explain Technical security requirements, implement secu	AlliedSignal/FM&T associates who are ISSOs for classified systems	1.5	1/2/98
TP	CS-009	Refresher Training for ISSOs	Attendees will be able to: Describe current computer security protection requirements, describe the latest changes to policy and controls in the computer security program, and explain how to obtain additional help or information.	AlliedSignal/FM&T ISSOs	2	1/2/98
TP	CS-015	Appropriate Use of Computers	Attendees will be able to: Explain why computers are for Official Business Use Only. Describe FM&T's position on Internet usage, screen sabers games and incidental use of computers, describe possible consequences of non-compliance, and locate resources	AlliedSignal/FM&T computer users including contractors and DOE employees.	0.4	1/2/98

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
tp	cs-016	Computer Viruses	Attendees will be able to: Identify the characteristics and types of computer viruses, explain damages viruses may cause and how they spread, describe virus protection methods, and locate resources for additional help.	AlliedSignal/FM&T computer users.	1	1/2/98
TP	CS-019	Internet Security: An Oxymoron	Attendees will be able to: Identify the characteristics and types of computer viruses, explain damages viruses may cause and how they spread, describe virus protection methods, and locate resources for additional help.	AlliedSignal/FM&T computer users.	1	1/2/98
ES	WM-010	Hazardous Waste-CD Rom			4	6/3/98
MAIN	MR-025	Advanced Failure Effects Mode Analysis	To provide advanced instruction in the use of the FMEA tool, including mapping the equipment functions, collecting equipment history data, using the cause & effect tool, developing risk priority scale, etc.	Maintenance associates on FMEA project teams.	16	1/7/98
ES	EM-006	EOC INITIAL TRAINING	Upon assignment to the Emergency Response Organization and completion of this training, you will be able to demonstrate your designated roles and responsibilities in a drill or exercise as required by the KCP Emergency Plan and PD 01.06.10.00.	New Members of the Emergency Response Organization	1	2/1/92
ES	EM-007	EOC ANNUAL REFRESHER	Upon completion of this training, you will be able to demonstrate your designated roles and responsibilities in a drill or exercise as required by the KCP Emergency Plan and PD 01.06.10.00. - Rev#2= /frequency chg. to 510 days - manpower not available t	Members of the Emergency Response Organization who have completed EM-006	1	2/1/94
AD	PR-007	PROCUREMENT CARD TRAINING	This course will familiarize cardholders with the software application for the Procurement Card Program.	All AlliedSignal Procurement Card Holders	2	8/9/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
MAIN	FA-021	Energy-Related Laboratory Equipment Program	Overview of the purpose of the DOE's ERLE Program; identification of the customers of the ERLE program; instructions on accessing the ERLE website; ERLE Program guidelines and eligibility requirements.	Excess Property managers and representatives	2	9/23/99
TP	MO-708	SOLDER LEVELING PROCESS	To train Dept. 61 electronic assemblers on how to perform the solder leveling process. REvision consisted of changing the frequency date from 180 to 360 days. There was no change in the content of the course	Electronic Assemblers	6	1/22/96
ES	FP-023	FIRE EXTINGUISHER REFRESHER	Provide refresher training on Fire Extinguishers (CBT based).	Fire Extinguisher Users	0.4	4/12/96
TP	EM-002	INCIDENT MANAGEMENT SYSTEM	Upon activation of the emergency management team, participants will demonstrate their roles and responsibilities as required by the KCP Emergency Plan and Process Description 01.06.10.00.	Incident Management Team	1	6/25/96
ES	SA-050	WELDING SAFETY	Utilizing the JHAs for typical welding operations, the participants will be able to identify the hazards associated with welding operations and the appropriate precautions to take.	Associates who perform welding as a part of their job assignments and their team managers. (Online CBT)	0.3	8/1/91
ES	SA-095	HAND PROTECTION - PPE	To familiarize associates with the requirements and use of Foot Protection at FM&T.	Any associate who works in an area where there is a potential for heavy objects smashing, rolling over, etc., the foot. Qualification training, oversight allowed.	1	8/17/95
ES	SA-096	FOOT PROTECTION - PPE	To familiarize associates with the requirements and use of Foot Protection at FM&T.	Any associate who works in an area where there is a potential for heavy objects smashing, rolling,etc., the foot. Qualification training, oversight allowed.	1	8/17/95

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ES	SA-097	HEAD PROTECTION - PPE	To familiarize associates with the requirements and use of Head Protection at FM&T.	Any associate who works with processes or equipment that requires the use of head protection. Qualification training, oversight allowed.	1	8/17/95
TP	PS-019	DEADLY FORCE CBT (CBT-01)			2	3/1/94
TP	PS-022	FIREARMS SAFETY (M10201)	To be knowledgeable and proficient in the practice of all safety procedures required for the safe handling of firearms on duty, during training, and at home.	Security Police Officers	1	3/1/94
ES	FP-026	HOT WORK TRAINING	Refamiliarize FM&T associates and contractors with Hot Work Permit requirements. Reinforce fire watch requirements and duties. Identify hot work fire hazards for both personnel and property.	FM&T associates and contractors involved in hot work (cutting, welding, grinding, etc.).	1	10/6/98
AD	HR-005	SKILLS ASSESSMENT TRAINING	To provide target audience with an overview of the Skill Assessment Tool, training on how to use the tool and identify specific deliverables expected of the target audience.	HR Generalists, 1st and 2nd line supervisors/managers	1	1/7/98
MAIN	MR-012	MAXIMO FOR PLANNERS AND SUPERVISORS	Introduce AlliedSignal planners and supervisors to the Maximo product, enable them to generate work, make assignments, approve time distribution, and manage the backlog in the Maximo system	Maintenance planners and supervisors	2	7/31/98
MAIN	MR-013	MAXIMO FOR CRAFTS	Introduce AlliedSignal crafts to the Maximo product, enable them to initiate, progress, complete, make comment on Work Orders, and enable them to query on work.	Maintenance crafts	2	7/31/98
MAIN	FA-020	Project Scheduling/Earned Value Management Sys	To teach project scheduling techniques and the schedule development process; to learn the basic concepts of Earned Value Management.	Project managers	40	5/25/99

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	FA-011	Waterjet Cutter Training	*****	xx	24	7/30/98
ES	IH-019	RESPIRATORY PROTECTION/SUPERVISORS	Training supervisors of associates who wear respirators the proper procedures for using, maintaining and storing respiratory protection devices.	Supervisors of associates who wear respirators. (Interactive computer-based training)	0.7	5/1/91
ES	FP-025	Halon Safety Training for Technicians	Reinforce the need to prevent accidental discharges of Halon per EPA requirements in 40 CFR Part 82. Identify and recognize Halon properties and its hazards. Become familiar with system specific operations per NFPA 12A (1997) 4-6.	Fire Protection Specialists and Sergeants, Fire Protection Engineers and Technicians, Maintenance associates who work with Halon systems.	1	9/30/98
ES	SA-107	SWEEPER SKILLS ASSESSMENT	Participants will demonstrate ability to operate the sweeper vehicle.	Associates required to operate the sweeper vehicle.	1	3/19/96
ES	SA-091	Forklift Loading Guidelines - 1997	Participates will be informed of proper loading and movement of a secure load using forklift type vehicles.	Transportation/stores/packaging associate - as identified by mgmt.	1	10/9/97
AD	BP-333	Six Sigma Managers Overview	To acquaint managers with the Six Sigma process to identify projects and potential green belt candidates	all FM&T managers	1	10/1/98
ES	GN-044	ISO 14001 POLICY TRAINING ON-LINE CBT	To reinforce the FM&T ISO 14001 quality policy requirements and to assure associates know where to access the policy. Alternate courses are ST-247 & IH-001.	All FM&T/KC assoc.	0.1	7/7/97
D099	DP-002	CARCINOGEN - CHEMICAL --D/099	TO TRAIN ASSOCIATES AUTHORIZED TO ENTER A CARCINOGEN AREA ON CARCINOGEN SAFETY SPECIFIC TO THE CHEMICALS AND OPERATIONS PERFORMED IN THIS DEPARTMENT.	ASSOCIATES ASSIGNED TO DUTIES IN THIS DEPARTMENT.	8	6/16/93
AD	CO-059	GAIN USER TRAINING	To teach records custodians how to look up and request records stored in the record's center.	Records Custodians	1	7/11/96
TP	MO-743	D/55 THREAD LOCKING/SEALING TRAINING	To train D/55 Elec. Assemblers on Thread Locking/Sealing.	D/55 Elec. Assemblers	3	8/16/96



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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-728	LAC GLASS MICROBALLOON EPOXY ENCAPSULATION	To train electr. assemblers how to LAC Glass Microballoon Epoxy Encapsulation. Qual Plan: *** NO OVERSIGHT IS ALLOWED-- ASSOCIATES MAY NOT PERFORM TASKS UNTIL TRAINING IS COMPLETE. For training contact: Ernie Belarde (course owner) X3888, page 0766.	Elec. Assemblers.	8	6/4/96
ES	EM-013	Fire Protection Specialist Training Program	A qualification program for fire protection specialists and sergeant, fire protection. The program requirements are documented in a memo that is filed in RIDS 34A3.	Fire Protection Specialist and Sergeant, Fire Protection	3	4/30/97
tp	dp-064	DETECTION SYSTEMS	To increase understanding of detection systems.	Fire Dept. Associates	3	3/13/96
TP	MO-793	Spray Cleaning in D/57	Train electrical operators to properly clean Lightning Arrestor connectors (LAC's) and LAC piece parts/sub assemblies. Qualification Plan: ****NO OVERSIGHT ALLOWED**** ASSOCIATES MAY NOT PERFORM THE TASK UNTIL TRAINING IS COMPLETE	D/57 production personnel	0.5	6/16/99
SEC	SC-091	1998 Computer Security Annual Refresher	Upon successful completion of this training course, participants will be able to: Identify any changes in the Rules of Use of computers, Acknowledge their responsibilities, and locate resources for additional help.	AlliedSignal/FM&T Associates	0.5	1/2/98
TP	PS-040	Live Fire Range Activities	Students provided instructional opportunities to increase skill level proficiency for firearms use and knowledge of the Use of Force/Arrest Authority doctrine.	Armed Protective Officers	3	4/6/98

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
ERP	PS-016	Factory Operations - Plan to Produce	Provide an overview of the Factory Operations that affect manufacturing and inspection areas utilizing the ERP PeopleSoft software.	FMT associates that support and work in factory operations.	2	1/7/99
CERT	TE-001	X-Ray Operator Recertification	Process used to perform and administer the annual review of x-ray operators performance to the customer requirements. Per Bob Starbuck this course has been superseded by QU-004 and QU-005 and therefor should be coded as inactive.	X-Ray Operators	8	9/18/96
CR	QU-010	Penetrant Ceramic Insp Cert/Recertification	To provide personnel with the training necessary to learn the basic skills required to perform penetrant ceramic inspection and to perform the bi-annual (24 mos) operational test required.	Prospective penetrant ceramic inspectors/test operators and certified penetrant ceramic inspectors/test operators.	16	2/9/96
TP	MO-724	SOLDERING COAXIAL CABLES	To train associates how to solder coaxial cables.	Elec. Assemblers	3	5/21/96
TP	PR-318	LONG TERM AGREEMENTS	To explain what Long-term purchase agreements are-the basic concepts. To make buyers aware of the different types of long-term agreements and how they work.	Buyers working with LTA	1.5	3/10/97
TP	PR-319	COMMERCIAL ITEMS/SERVICES	To provide buyers an understanding of the commercial item definition, that multiple definitions are included and what they are, and how to apply uniform interpretation.	Buyers	1.5	3/10/97
D071	DP-001	EMERGENCY EVAC & SHELTERING	LEARNER WILL HAVE KNOWLEDGE OF EVACUATION AND SHELTERING ROUTES IN CASE OF AN EMERGENCY IN D/71.	PERSONNEL ASSIGNED TO D/71.	1	8/6/91

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-727	D/63 SPRAY CLEANING	TO TRAIN ELECTRONIC ASSEMBLERS HOW TO OPERATE A SPRAY BOOTH. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** until initial training has been completed. Associate can not perform the tasks until training is complete. ***OVERSIGHT IS ALLOWED***. If an associate h	ELECTRONIC ASSEMBLERS	1	5/23/96
TP	QU-055	QARS DOCUMENT INPUT	The assure that the QARS consistantly throughout Department 430 inspection organizations.	Inspection Associates, Quality Engineering and Team Managers	1	10/16/96
TP	QU-050	SIX SIGMA GREEN BELT TRAINING	To train associates as six sigma tool resources for natural teams. 9/17/97 Changed owner from Pam Newhouse to James Wycoff, ALO.	Associates selected by management to be green belts.	42	4/19/96
TP	QU-048	CACTUS REFRESHER TRAINING	To provide inspectors with information that will allow consistent input of CACTUS data.	Inspectors	2	3/19/96
AD	BP-309	MANAGING DIVERSITY: EDUCATION & AWARENESS	TO EDUCATE LEADERS AND MANAGERS ACROSS ALLIEDSIGNAL AEROSPACE ON THE POTENTIAL POWER OF SUCCESSFULLY MANAGING A DIVERSE WORKFORCE.	MANAGERS AND DIRECTORS	8	10/14/95
TP	TP-015	Requirements for Off-Schedule Orders	To provide participants an understanding of project requirements for off-schedule orders, how the requirements are covered in Command Media, and what documentation is required.	Managers, Project Leaders, Qualifty Engineers, and planners who have responsibilities for off-schedule orders	1	10/18/97
TP	EI-015	Use Control Concepts & Products Overview	To introduce control concepts	Technical support personnel	2	4/16/97

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
CERT	CE-002	CERT/RECERTIFICATION SOLDERING/INSPECT.	To be Certified or Recertified to the 9913000. Four modules offered: tinning, pwa, connectors, and terminals. This course code allows for tracking of the one or all offered modules. D/16 maintains tests and modules completed.	ELECTRONIC ASSEMBLERS, INSPECTORS AND SUPPORT PERSONNEL	16	6/27/91
CERT	CE-006	STATIC SENSITIVE TRAINING	TO PROVIDE PERSONNEL ATTENDING WITH A BASIC UNDERSTANDING OF THE SPECIFICATION REQUIREMENTS, PROCESSES AND TECHNIQUES INVOLVED IN THE THREE TECHNOLOGIES OF SURFACE MOUNT SOLDERING AT KCD.	THOSE PERSONNEL INTERESTED IN SURFACE MOUNT TECHNOLOGY.	4	6/27/91
TP	MO-735	OPERATE VITRONICS CONVECTION REFLOW SYSTEM	To train D/80 elec. assemblers how to operate a vitronics convection reflow system. Qual Plan: ***OVERSIGHT IS ALLOWED*** Associate may perform activities until training is complete as long as the associate has been previously trained and has performed t	D/80 Elec. Assemblers	2	7/18/96
TP	MO-737	OPERATE ROBOT TINNING MACHINE	To train elect. assemblers in D/080 on how to operate a robot tinning machine .Qual Plan:***OVERSIGHT IS ALLOWED*** Associate may perform activities until training is complete as long as the associate has been previously trained and has performed the tas	Elec. Assemblers in D/80	2	7/18/96
TP	MO-734	OPERATE SOLDER PASTE MACHINE	To train D/80 Elec. Assemblers how to operate a solder paste machine. Qual Plan: ***OVERSIGHT IS ALLOWED*** Associate may perform activities until training is complete as long as the associate has been previously trained and has performed the task withi	D/80 Elec. Assemblers	2	7/18/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
tp	ps-035	INTRODUCTION TO SAFEGUARDS AND SECURITY	To provide an introduction to SPOs, SOs and all other security personnel on safeguard and security at FM&T/KC	All Security Personnel	3	7/25/96
TP	PS-034	INTRO TO NUCLEAR MATERIAL CONTROL & ACCOUNT-CBT	To provide participants with an overview of NMCA.	Associates working with the NMCA Program.	6	5/8/96
TP	MO-796	Reservoir Material & Handling Update	To reinforce training given in TP MO-606 and TP MO-707 and bring to light current issues regarding process material control and handling of reservoir components. Qual Plan: Associates may continue to perform tasks until training is complete.	Individuals that will handle reservoirs and be in the general area of reservoir production.	0.5	3/18/99
TP	MO-750	CS400E Components Locator	To train electronic assemblers how to operate the CS400E Components Locator	electronic assemblers	2	10/15/96
AD	SC-006	ANNUAL SECURITY BRIEFING	To provide an annual refresher to associates on security requirements.	KO Associates	1	3/18/96
CR	SC-013	AUTHORIZED DERIVATIVE CLASSIFIER PROGRAM	REVIEW OF AUTHORIZED CLASSIFIER RESPONSIBILITIES	RECERTIFYING AUTHORIZED CLASSIFIERS	1	10/13/95
CR	SC-014	ADC RECERTIFICATION CLASS	PROVIDE TRAINING IN ASSISTING ADCs IN CLASSIFIED INFORMATION DETERMINATIONS. Rev. #=change of frequency 365 to 1095 per Nelson Beard - dg	ADCs AND PROPOSED ADCs	1	10/13/95
TP	PS-038	INTERMEDIATE FORCE TECHNIQUES REFRESHER	To provide all security personnel a refresher on intermediate force requirements and techniques.	all security	1.5	6/11/97
MTG	KA-001	Corrective Action Tracking System (CATS) Overview	Overview of the new windows-based corrective action tracking system software, which is scheduled to replace most functions of the root cause analysis report (RCAR) system.	RCAR System Users	0.5	1/19/98

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	AC-001	BOSTOMATIC MAINTENANCE TRAINING	Teach basic concepts of Activity Based Management & provide a hands on learning experience.	New ABM core team & design team members, mgrs interested in learning more about ABM, and other initiative team members who will be using ABM data (SMRI, Lean Mfg, etc.)	8	11/24/97
AD	BP-354	ADVANCED COST MANAGEMENT	Teach students advanced cost management concepts and tools. Includes advanced Activity Based Management, Process 98 Process Mapping demonstration, and instruction on how to report project savings.	Certified green belt candidates with an active project	6	12/18/97
ES	SA-124	Scaffolding Safety Training	Associates will be knowledgeable in the safe erection, inspection, use, moving, and disassembling of scaffolding as well as other hazards, which could be present while working with scaffolding.	Maintenance skilled crafts--millwrights, pipefitters, electricians; Maintenance team managers over these associates.	2	9/15/98
AD	BP-323	CODE OF BUSINESS CONDUCT	Training all associates in the Code of Business Conduct rules and regs. Switched owner from Kimball Marsh to John Clabaugh 4/22/98.	All FM&T assoc.	1	3/31/97
AD	BP-325	Interviewing Skills...Knowledge Communications	Provides information and interactive situations regarding interviewing	General	1.5	6/13/97
AD	MO-010	Reservoir Security - Introduction	Introduction to concerns with Reservoir Security issues	Associates associated with Reservoir Production	0.5	12/15/95
AD	MO-023	Reservoir Security - Module 13	To provide detailed insight into one aspect of reservoir security.	Person directly involved with reservoirs	0.5	1/8/96
TP	MO-725	FLAT FLEX CABLE LAMINATION	To train associates on how to laminate flat flex cables.	Electronic Assemblers	2	5/22/96
TP	MO-726	FLAT FLEX CABLE LAY UP	To train electronic assemblers how to lay up flat flex cables.	Electronic Assemblers	8	5/22/96
AD	SA-605	Hand Deburring Safety	Provide awareness of hazards in deburring and alternative deburring approaches.	Associates who perform deburring operations.	1.5	3/4/99

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Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	SC-016	Special Projects Debriefing	Ensure that associates no longer associated with Special Projects in D/90 are aware of the classification issues that may or may not be discussed.	Associates formerly associated with Special Projects in D/90.	0.5	3/16/99
TP	MO-723	FLAT FLEX CABLE CONTOURING	To provide instruction on flat flex cable contouring.	D/73 Associates	3	4/10/96
GEN	DP-015	Root Cause and Corrective Action (RCCA) Workshop	Given an identified problem, the associate will learn to collect appropriate data, perform a proper root cause analysis, implement effective corrective actions, assess the effectiveness of the actions and clearly document the results.	All KCP Associates, especially those who prepare DOE responses	16	7/9/93
ES	IH-043	Diamond Label Training	Participants will be able to determine who uses the diamond label and where to obtain chemical hazard information	Associates who may handle hazardous chemicals Associates who may handle hazardous chemicals	0.3	5/13/96
ES	IH-048	DEPT. 90 GENERAL RADIATION SAFETY TRAINING	On-line training/testing module which will provide info. that will enable associates to discuss radiation concepts, understand their responsibilities for keeping any radiation exposure as low as possible, understand radiological postings and FM&T limits a	Facility maintenance or other auxillary associates whol will be going into Bldg. 96 on routine work assignments.	0.5	2/6/97
TP	MO-792	ESD Unprotected Annual Refresher	Associates will be re-familiarized with the fundamental concepts of working with ESD sensitive material in an unprotected environment. Qual Plan: ***OVERSIGHT IS ALLOWED** Associate may perform task up to 30 calendar days past due date then may not pefor	Anyoner who comes in contact with ESD material in an unprotected state.	1	8/11/99

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	Mo-789	ESD-ELECTROSTATIC DISCHARGE - UNPROTECTED	Upon completion of this course, the trainee will be able to complete an ESD comprehensive test. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATE MAY NOT PERFORM THE TASKS UNTIL TRAINING IS COMPLETE.	Associates who handle unprotected ESD product.	2	4/7/98
TP	MO-789	ESD-ELECTROSTATIC DISCHARGE - UNPROTECTED	Upon completion of this course, the trainee will be able to complete an ESD comprehensive test. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATE MAY NOT PERFORM THE TASKS UNTIL TRAINING IS COMPLETE.	Associates who handle unprotected ESD product.	2	4/7/98
TP	Mo-789	ESD-ELECTROSTATIC DISCHARGE - UNPROTECTED	Upon completion of this course, the trainee will be able to complete an ESD comprehensive test. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATE MAY NOT PERFORM THE TASKS UNTIL TRAINING IS COMPLETE.	Associates who handle unprotected ESD product.	2	4/7/98
TP	MO-789	ESD-ELECTROSTATIC DISCHARGE - UNPROTECTED	Upon completion of this course, the trainee will be able to complete an ESD comprehensive test. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATE MAY NOT PERFORM THE TASKS UNTIL TRAINING IS COMPLETE.	Associates who handle unprotected ESD product.	2	4/7/98
TP	MO-789	ESD-ELECTROSTATIC DISCHARGE - UNPROTECTED	Upon completion of this course, the trainee will be able to complete an ESD comprehensive test. Qual Plan: ***NO OVERSIGHT IS ALLOWED*** ASSOCIATE MAY NOT PERFORM THE TASKS UNTIL TRAINING IS COMPLETE.	Associates who handle unprotected ESD product.	2	4/7/98



Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
CR	EE-001	Eye Examination	Natural or corrected near-distance acuity in at least one eye by reading (minimum) a Jaeger #2 or equivalent type & size letter at a distance of not less than 12 inches on a standard Jaeger test chart. Perceive an Ortho Rater minimum of 8 or similar test	Engineers, technologist, and x-ray operators involved in NDT testing.	0.5	3/12/98
AD	TQ-013	VISUAL WORKPLACE	To teach participants the principles of workplace organization and visual control.	ALL KCD ASSOCIATES	24	12/21/95
TP	MO-711	ACID COPPER SULFATE AND TIN ELECTROPLATING	This program will cover the copper and tin electroplating programs used in D/61. It will cover both pattern and panel plating operations.	D/61 associates	2	2/23/96
tp	mo-712	VAPOR HONING (WETBLASTING) OF PRINTED WIRING BOARD	This program will discuss the blasting process used in D/61.	D/61 Associates	2	2/23/96
TP	MO-712	VAPOR HONING (WETBLASTING) OF PRINTED WIRING BOARD	This program will discuss the blasting process used in D/61.	D/61 Associates	2	2/23/96
TP	MO-714	ELECTRICAL TESTING USING THE PDI TESTER	This program will cover testing of Printed Wiring Boards in D/61 using the Program Data Inc. (PDI) tester.	D/61 Associates	2	2/23/96
TP	MO-716	PLASMA DESMEAR	This program will cover the plasma process used in D/61 on all Flex product, epoxy multilayers, and rigid-flex product.	D/61 Associates	2	2/23/96
TP	MO-717	TIN STRIPPING	This program will cover the tin stripping process used in D/61.	D/61 Associates	2	2/23/96
TP	MO-786	DIRECT DEPOSIT PLATING	To train D/61 Platers on how to do direct depositing.	Platers	2	10/15/97
AD	SC-008	Q and L Quiz	To make associates aware of L Clearance responsibilities.	All Associates	0.5	7/26/96
AD	SC-002	TSD CLASSIFICATION OVERVIEW	FAMILIARIZE PERSONNEL ON CLASSIFICATION REQUIREMENTS AND CLASSIFIED ASSOCIATIONS FOR SECURE TRAILERS.	Associates involved in the fabrication, design, acceptance , and related tasks to secure trailer products.	1	1/26/95

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
AD	SC-002	TSD CLASSIFICATION OVERVIEW	FAMILIARIZE PERSONNEL ON CLASSIFICATION REQUIREMENTS AND CLASSIFIED ASSOCIATIONS FOR SECURE TRAILERS.	Associates involved in the fabrication, design, acceptance , and related tasks to secure trailer products.	1	1/26/95
AD	Sc-002	TSD CLASSIFICATION OVERVIEW	FAMILIARIZE PERSONNEL ON CLASSIFICATION REQUIREMENTS AND CLASSIFIED ASSOCIATIONS FOR SECURE TRAILERS.	Associates involved in the fabrication, design, acceptance , and related tasks to secure trailer products.	1	1/26/95
ES	GN-043	ISO 14001 General Awareness	Associates will gain a general understanding of ISO 14001 principles (i.e. ISO 14001 - "what & why", policy, aspects, responsibilities, etc.) in preparation for upcoming certification audit.	All FM&T/KC associates (on-line CBT)	0.3	4/1/97
ES	SA-094	EYE AND FACE PROTECTION - PPE	To familiarize associates with the requirements and use of Head Protection at FM&T.	Any associate who works with processes or equipment that requires the use of head protection. Qualification training.	1	8/17/95
SEC	CS-001	1999 COMPUTER SECURITY TRAINING	To raise awareness of the importance of Computer Security at FM&T.	All computer users within FM&T.	0.3	10/18/99
TP	MO-721	HMC ASSEMBLY (HAND PLACEMENT)	To provide instruction on HMC Assembly (Hand Placement), Sikama Belt and Hand Soldering (Critical Process Requirements). Qual Plan: ]***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities IF associate has never been trained until training is c	Dept. 73 associates	36	4/10/96
TP	MO-740	D/55 SPRAY CLEANING	To provide training to D/55 Elec. Assemblers on Spray Cleaning. Qual Plan: *** OVERSIGHT IS ALLOWED***Associate may perform activities until training is complete as long as there is another associate in the area that has completed the training.	D/55 Elec. Assemblers	1	8/15/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-741	D/55 BRAID TERMINATION	To train D/55 Elec. Assemblers on Braid Termination. Qual Plan : ***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities until training is complete.	D/55 Elec. Assemblers	2	8/15/96
TP	Mo-742	D/55 WIRE TWIST TRAINING	To train D/55 Elec. Assemblers on Wire Twist Training Qual Plan: ***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities until training is complete.	D/55 Elec. Assemblers	2	8/16/96
TP	MO-742	D/55 WIRE TWIST TRAINING	To train D/55 Elec. Assemblers on Wire Twist Training Qual Plan: ***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities until training is complete.	D/55 Elec. Assemblers	2	8/16/96
TP	MO-730	HMC COVER ATTACHMENT	To train electronic assemblers how to install gold plated kovar covers to the HMCs. Qual Plan :]***NO OVERSIGHT IS ALLOWED***Associate may NOT perform activities IF associate has never been trained until training is complete. OR Oversight is allowed IF as	D/73 Electronic Assemblers	4	6/20/96
TP	MO-709	SOLDER PASTE DISPENSING	To train Dept. 73 electronic assemblers how to use the thick film HMC 63/37 and 50/50 solder paste dispenser.	Electronic Assemblers	2	1/22/96
TP	MO-309	Plating - Printed Wiring Boards	To provide demonstration of the plating on printed wiring boards process. This includes the knowledge of the paperwork, process hazards, processing equipment and the use of the proper personal protection equipment.	Platers	3	9/5/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-310	Plating - Aluminum Alloys	To demonstrate the plating of aluminum process which includes knowledge of the paperwork, process hazards, process equipment and the use of proper protective equipment.	Platers	3	9/5/96
TP	MO-311	Plating - Copper and Copper Alloys	To demonstrate the plating on copper and copper alloys process which includes knowledge of the paperwork, process hazards, processing equipment, and the use of or proper personal protective equipment.	Platers	3	9/4/96
TP	MO-312	Anodizing and Chromate Coating	To demonstrate the anodizing or chromate coating process which includes knowledge of the paperwork, process hazards, processing equipment, and the use of or proper personal protective equipment.	Platers	3	9/5/96
TP	MO-313	Plating - Stainless Steel Alloys	To demonstrate the plating on stainless steel process which includes knowledge of the paperwork, process hazards, processing equipment and the use of the proper personal protective equipment	Platers	3	9/5/96
TP	MO-314	Plating - Carbon Steel Alloys	To demonstrate the carbon steel alloy plating process which includes knowledge of the paperwork, process hazards, processing equipment and the use of the personal protection equipment needed	Platers	3	9/5/96
TP	MO-316	Passivation	To review the paperwork, the use of the processing equipment, the passivation process including the hazards and protection equipment needed, and the completion of the paperwork.		3	9/5/96

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	MO-772	Machining Process for D/61	To teach D/61 machinist the machining process for D/61 Qual Plan:***OVERSIGHT IS ALLOWED--ASSOCIATES MAY PERFORM TASKS UNTIL TRAINING IS COMPLETE. Contact Manufacturing Team Leader (Ted Welborn, x2311) to schedule training	General Machinist	3	5/20/97
TP	MO-739	OPERATE OMNIJECT AQUEOUS CLEANER	To provide D/80 Elec. Assemblers with training on how to operate an omniject aqueous cleaner.	D/80 Elec. Assemblers	2	7/18/96
TP	QU-056	THE INSPECTION PACKET-INSPECTION TRNG.	To provide training on items related to the inspection packet.	Inspectors	1	10/21/96
TP	QU-057	ENGINEERING DRAWINGS-INSPECTION TRNG.	To provide inspectors information and training on the use of engineering drawings.	Inspection Assoc.	1	10/21/96
TP	QU-058	ENGINEERING RELEASES-INSPECTION TRNG.	To provide training to inspection on engineering releases.	Inspection Assoc.	1	10/21/96
TP	QU-059	EQUIPMENT-INSPECTION TRAINING	To provide info. on inspection equipment to inspection assoc.	Inspectors	1	10/21/96
D010	DP-002	Facilitator Workshop	Teach facilitation skills and techniques a facilitator will use to maximize team effectiveness.	Anyone who will be working with a group, or a team, leading a team, or facilitating an activity. This includes leaders at all levels within an organization.	16	5/4/92
ES	GN-047	Leadership in ES&H	To remind FM&T/KC managers of important ES&H aspects and their role in compliance.	All 276 managers at FM&T/KC.	1.5	10/16/98
AD	PD-029	NEGOTIATION IN THE CORPORATION	After completion, the student will be able to negotiate using principal negotiation techniques as illustrated in this program.	Sales/Marketing	4	4/19/96
D475	DP-001	THE PRACTICE & PROCESS OF AUDITING	To orient and train candidates in the auditing function; to provide practice in auditing techniques; and to prepare candidates to participate in audits.	Current and potential Quality Auditors and Auditees	24	7/1/91

## COURSE ATTENDED BY FM&amp;T/KC ASSOCIATES FROM 1/1/97 THRU 11/1/99 DEVELOPED BY FM&amp;T ASSOCIATES

Course	No.	Course_Title	Objective	Audience	Hours	Origin_Date
TP	QU-065	AUDITING CONCEPTS FOR PROCESS INSPECTION	To familiarize inspectors with auditing concepts and techniques to prepare them to perform process inspections.	FM&T/KC associates currently performing product inspection.	3	4/3/97
TP	MO-720	D/63 ULTRASONIC CLEANING PROCESS	To train D/63 Elec. Assemblers on the use of ultrasonic cleaning equipment.	D/63 Elec. Assemb.	1	3/26/96
AD	BP-351	Master Trainer - Green Belt Team Coaching	To effectively instruct the course content and exercises of the Green Belt/Black Belt Team Coaching Skills Workshop.	Advanced facilitation instructors	16	8/19/99
AD	CS-007	Computer User's Responsibilities	To provide computer user information necessary to effectively use FM&T computer resources.	All computer users.	0.5	7/11/97
ES	FP-031	E-1 Pumper Operations	To demonstrate proper use of pump and equipment on the E-1 fire truck.	Fire Protection	4	11/23/98
tp	cs-001	ISSO Training	To train ISSOs in their duties & responsibilities to include: Developing, writing & implementing computer security plans, conduct information security related audits and reviews, ensures compliance with computer security policies and work instructions.	Newly appointed ISSOs	8	3/10/97
ES	GN-046	ES&H STAND DOWN	Re-emphasize ES&H issues and heighten awareness of ES&H programs.	All FM&T associates below manager level.	1	10/13/98